

MINUTES OF THE MEETING OF THE COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE

Naples, Florida, November 4, 2015

LET IT BE REMEMBERED, the Collier County Development Services Advisory Committee in and for the County of Collier, having conducted business herein, met on this date at 3:00 P.M. in REGULAR SESSION at the Collier County Growth Management Department Building, Conference Room #609/610, 2800 N. Horseshoe Drive, Naples, Florida, with the following members present:

Chairman: William J. Varian

Vice Chairman: Blair Foley

David Dunnivant

James E. Boughton

Clay Brooker

Dalas Disney

Chris Mitchell

Robert Mulhere

Mario Valle

Stan Chrzanowski

Norman Gentry

Marco Espinar

Ron Waldrop

Laura Spurgeon DeJohn

Jeremy Sterk

ALSO PRESENT: Jamie French, Deputy Department Head
Judy Puig, Operations Analyst, Staff Liaison
Trinity Scott, Manager, Transportation Planning
Dale Fey, North Naples Fire
Danny Condomina, Code Enforcement
Matt McLean, Manager, Development Review
Rich Long, Plans Review and Inspections Manager
Amy Patterson, Capital Project Planning, Impact Fees and Program
Management
Jerry Kurtz, Stormwater Planning
Kim Grant, Director, Community and Human Services

Any persons in need of the verbatim record of the meeting may request a copy of the audio recording from the Collier County Growth Management Department – Contact Mr. Evy Ybaceta at 239-252-2400.

I. Call to Order - Chairman

Chairman Varian called the meeting to order at 3:00pm

II. Approval of Agenda

Mr. Foley moved to approve the Agenda subject to adding item VI.D – City View contract update. Second by Mr. Disney. Carried unanimously 12 - 0.

III. Approval of Minutes from October 7, 2015 Meeting

Mr. Disney moved to approve the minutes of the October 7, 2015 meeting as presented. Second by Mr. Dunnivant. Carried unanimously 12 - 0.

IV. Public Speakers

None

Mr. Mulhere and Mr. Gentry arrived at 3:05pm

V. Staff Announcements/Updates

A. Code Enforcement Division update – [Danny Condomina]

Mr. Condomina provided the report “Collier County Code Enforcement Department Blight Prevention Program - Cumulative Code Enforcement statistics - 7/2009 – 10/29/15” for information purposes.

B. Public Utilities Division update – [Tom Chmelik or designee]

None

C. Growth Management Department/Transportation Engineering and/or Planning – [Jay Ahmad or designee]

Ms. Scott reported:

- US41/Collier Blvd. Intersection – substantially complete.
- Green Blvd. to Golden Gate – 25 percent complete.
- Golden Gate Blvd – clearing and grubbing underway.
- Immokalee Road/951 Intersection - surface improvements going out to bid.
- Golden Gate Blvd. – 20th to Everglades Blvd. – design for Vanderbilt Road Ext out to 8th underway (2020 – 2021 project).
- Whippoorwill/Pine Ridge Intersection - realigning turn lanes.
- Pine Ridge/US 41- FDOT project improving turn lanes.

D. County Fire Review update – [Shar Hingson and/or Shawn Hanson]

None

E. North Collier Fire Review update – [Eloy Ricardo]

Dale Fey reported the Department is keeping pace with plan reviews.

F. Operations & Regulatory Mgmt. Division update [Ken Kovensky]

Mr. Long submitted the “*Collier County October 2015 Monthly Statistics*” which outlined the building plan and land development review activities. He noted 19,000 inspections were completed in October. The Division continues to utilize outside sources like NOVA to meet the demand but now have a total of 42 inspectors on Staff.

G. Development Review Division update [Matt McLean]

Mr. McLean reported:

- The Staff position for Architectural review has been filled.
- The Staff position for Landscape review is still open.
- There is a position open for a site plan reviewer.
- He is convening a Task Force to study residential plan review requirements and a Member should contact Staff if they are interested in participating.

VI. New Business

A. Reducing peak stormwater discharge rates in additional basins (sub-basins) [Jerry Kurtz]

Mr. Kurtz and Emilio Robau presented the Power Point “*Collier County Additional Basin Restricted Allowable Discharge Rates – Presentation to DSAC, November 4, 2015.*” He noted:

- The item is intended to provide an update on the proposed changes in discharge rates for certain areas of the County.
- He anticipates 1 – 2 more meetings with the Committee before finalizing the proposal.
- Since the previous meeting where he presented the proposal he met individually with Members Foley, Chrzanowski, Mitchell and David Willems of Waldrop Engineering to garner input on the proposal.
- He continues to prepare an economic impact analysis for the lands affected by the proposed changes.
- The concept is supported in the County’s Watershed Management Plan and by the South Florida Water Management District.
- The concept is to limit the peak discharge rates in 16 existing basins in order to ensure the existing canals (which capacity cannot be enlarged) have the capacity to handle future development in these areas.
- Single family lots in Golden Gate Estates (less than 5 acres) would not be impacted by the changes in the proposed discharge rates as they are exempt from permitting requirements.
- The new requirements would primarily affect commercial development and large residential developments.
- An analysis has been completed on the impact of the proposed decrease in discharge rates for a 12 acre commercial project which yielded a finding the site would need to be elevated approximately 0.2’ (two tenth of a foot) higher than that required under the existing requirements.
- A cost estimate for the additional fill material and changes in side slopes is being developed however a determination has been made the materials (size and amount of pipe, catch basins, etc.) required to develop the site would remain unchanged.
- Options such as altering the side slopes required from 4:1 to 3:1, changing requirements for parking lot designs, etc. could be considered to offset any increased construction costs.

- An analysis of a 100 acre residential site could be completed if the County wants to expend further funds. *Mr. Robau opined the results would most likely be similar to that of the 12 acre commercial site analysis.*
- The benefits of the proposals include improved Levels of Service (LOS) for flood protection provided by SFWMD and County operated canals, enhanced groundwater recharge potential, restored hydrology and wetlands hydroperiod, water quality improvement of receiving waters, reduction of freshwater flows to the estuaries, gain consistency in Environmental Resource Permitting (SFWMD and County).

Mr. Valle arrived at 3:55pm

Under Committee discussion the following was noted:

- Concern the requirements have not been implemented in the Land Development Code. – *Staff noted a proposal is to request the State to allow the County to remove the requirements from the GMP and relocate them to the LDC.*
- Concern the requirement to increase the amount of stormwater retained on site will elevate the water table and create additional FEMA requirements for elevating infrastructure and homes.
- Subsurface systems are currently allowed but are expensive and generally used in the urban areas where land values are much greater than non urban areas.
- How would redevelopment of a site be treated, would they be required to meet the new standards and how would rights be vested for pre-existing uses (i.e. permitted but not yet built)? - *Mr. Robau reported that has yet to be determined but one concept may be to set a threshold on the extensiveness of the renovation (i.e. 100 percent demolition reconstruction vs. 25 percent site impact).*
- A review of the “bleed down” rates should be conducted as it appears the 0.04cfs discharge rate for some design criteria cannot meet the required threshold.

The Committee determined an analysis of a 100 acre residential site is not required based it is likely the largest impacts will be to high density, lower acreage commercial sites.

Staff reported they would return to the Committee with an update in the future.

B. Incentive Review Table Summary 2015 [Kimberley Grant]

Ms. Grant and Stephen Hruby (Chairman of the Affordable Housing Committee) presented the “*Draft 2015 Incentive Review and Recommendation Report*” for information purposes. She noted:

- The Report was prepared at the direction of the BCC and is updated every three years.
- It includes a list of current and proposed incentives with recommendations on their priority and if existing ones should be maintained.
- The item is scheduled to be heard at the December 8, 2015 BCC meeting.
- One concept being considered is establishment of a Essential Service system to aid those employees in the area that provide these services (Emergency Medical Services, Firefighters, Hospital Staff, Home Health Care, etc.) in finding housing.

The Committee noted:

- The incentives revolve around providing funds for housing while it would be more beneficial to seek avenues to reduce the costs of development. Those in the industry have a tendency to search out economic opportunities such as exemptions from impact or other fees, “paybacks” for soft costs (design, engineering, permitting, etc.) for projects as opposed to utilizing programs which require the solicitation of funds.
- Any requirements to provide affordable housing in new developments should have highly flexible opportunities to meet these goals (monetary donations for use of funds for projects in more desirable areas as opposed to building on site, etc).

Mr. Mitchell left at 4:35pm

- Concern Collier County generates funds from real estate transfers that are allocated to a State Program for housing that is primarily directed to other areas. Mechanisms should be developed to ensure the County is allowed to retain their fair share of proceeds raised.
- Consideration should be given to promoting micro housing which would reduce the requirement for large tracts of land to provide affordable housing. This would especially be beneficial for infill parcels and aid in reducing sprawl.
- A review of the requirements for allowing rentals of guest houses should be undertaken given there is a large supply in the Golden Gate Estates area restricted from this type of use. – *Ms. Grant noted one concern is how to regulate this activity given the high potential for use of the facilities for short term housing for seasonal residents and visitors to the area.*
- It is critical to ensure all varieties of housing opportunities exist in the region including opportunities for the workforce as potential or existing employees may choose to locate to another area when seeking employment.

Mr. Hruby concluding noting without the availability of adequate workforce housing, a crisis will develop creating severe economic consequences for the County as companies in the future may not locate to the area, and the existing ones may not be able to adequately Staff their operations and move elsewhere or shutdown completely due to the financial impact created by the lack of housing.

Mr. Waldrop left at 4:55pm

The Committee queried on any input required for Staff on the Report.

Ms. Grant reported she will notify the Board of County Commissioners the item was reviewed by the DSAC and relay the comments generated today to the Commissioners.

C. Discuss contractor form, cancellation form, authorization form [Jon Walsh]

Mr. Walsh provided the following updated forms for information purposes: “*Change of Contractor,*” “*Cancellation Form*” and “*Authorization Form.*”

D. City View Software Support Update

Mr. French presented the Executive Summary “*Recommendation that the Board of County Commissioners (Board) waives competition and approves the Software Maintenance Agreement for a five year period for a total amount of \$1,221,995.02 with N. Harris Computer Corporation for the City View software application*” for consideration. The contract is for unlimited full vendor

software technical support for the firm that developed the City View software and includes two on-site visits per year. The company is located in British Columbia, Canada and has agreed to service Collier County beginning at 4:00am Pacific Time in order to accommodate the work start time of 6:30am for some County employees.

Mr. Disney moved to recommend the Board of County Commissioners (Board) waives competition and approves the Software Maintenance Agreement for a five year period for a total amount of \$1,221,995.02 with N. Harris Computer Corporation for the City View software application. Second by Mr. Mulhere. Carried unanimously 13 – 0.

VII. Old Business

None

VIII. Committee Member Comments

Mr. Foley recommended consideration be given to convening a Subcommittee to review County requirements for redevelopment of areas through the deviation process.

Mr. Mulhere recommended:

1. A review of the Fire Review fee schedule be conducted, to ensure there are not fees charged for services not required to be provided during plan reviews.
2. Staff reviews the number of copies of information required for applications submittals.
3. Staff reviews the process for storing versions of electronically submitted applications on CD's.

The Committee noted items 2 and 3 could be addressed by the Task Force outlined by Mr. McLean in item V.G.

IX. Adjourn

Next Meeting Dates

December 2, 2015 GMD Conference Room 610 – 3:00 pm

January 6, 2016 GMD Conference Room 610 – 3:00 pm

February 3, 2016 GMD Conference Room 610 – 3:00 pm

There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 5:23PM.

**COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



Chairman, William Varian

November 4, 2015

These Minutes were approved by the Board/Chairman on 12/2/15, as presented ✓, or as amended _____.